

<p style="text-align: center;">REQUEST FOR WHO'S WHO IN MISSOURI BUSINESS EDUCATION NOMINATIONS</p>
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CONTACT PERSON: Diane Soetaert, Chair
Who's Who in Missouri Business Education Committee
Smithville High School
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DEADLINE: May 1

You will find attached a form for nominating yourself for Who's Who in Missouri Business Education. Please fill out the form as completely as possible, but note that you may not have anything to list on some of the items. The disclaimer at the bottom of this document should be filled in, signed, and returned with your nomination form.

I encourage you to use the nomination form as a guide for planning the professional activities in which you choose to participate throughout your career. There are many ways to be involved at the local, district, state, or national level. Each year we induct a few more into the ranks of Who's Who in Missouri Business Education.

Remember the deadline for submitting this form is May 1 of any given year. If you have questions about the form, please call or e-mail me.

Mail or FAX completed form to:	Mrs. Diane Soetaert, Chair Who's Who Selection Committee 111 Raintree Lane Smithville, MO 64089 FAX: 816-532-4193 (school)
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DISCLAIMER: I, _____, (sign your name) give my permission to the Who's Who Selection Committee to investigate in any reasonable manner the information provided on this nomination form to verify the credibility of the facts presented.

FULL NAME:

SCHOOL:

SCHOOL ADDRESS:

HOME ADDRESS:

SCHOOL PHONE:

HOME PHONE:

E-MAIL:

WHO'S WHO AWARD
Earned for Excellence in Missouri Business Education

I. PROFESSIONAL ACTIVITIES (Weight—30 Percent)

Current Memberships

Business Education Related (1 pt. each, 5 max)

_____ ISBE

_____ MBEA

_____ NBEA/NCBEA

_____ Missouri ACTE (MVA)

_____ ACTE (AVA)

_____ Delta Pi Epsilon

Other (list):

Other Educational Organizations (1 pt. each, 5 max)

_____ MNEA/NEA

_____ MSTA

_____ Phi Delta Kappa

_____ Delta Kappa Gamma

Other (list):

Specialty/Related Organizations (1 pt. each, 4 max)

_____ American Accounting Association

_____ Association of Teacher Educators

_____ International Association for Computer Information Systems

_____ Professional Secretaries International

Other (list):

Business Education Offices Held During Teaching Career

Office

Organization

Year

LOCAL/DISTRICT (1 pt. each, 5 max)

STATE (2 pts. each, 10 max)

<u>Office</u>	<u>Organization</u>	<u>Year</u>
REGIONAL (2 pt. each, 10 max)		

NATIONAL OR INTERNATIONAL (3 pts. each, 15 max)

Other Education-Related Offices Held During Career (1 pt. each, 5 max)

List and indicate local/district, state, regional, or national (area)

<u>Office</u>	<u>Organization</u>	<u>Year</u>	<u>Area</u>
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Business Education Committee Service During Teaching Career

Chair=2 pts.; Member=1 pt., 5 max)

<u>Chair or Member</u>	<u>Committee</u>	<u>Organization</u>	<u>Year</u>
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Other Education—Related Committee Service During Career

(Chair=2 pts.; Member=1 pt., 4 max)

<u>Chair or Member</u>	<u>Committee</u>	<u>Organization</u>	<u>Year</u>
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Conferences and Conventions Attended During Past Three Years (2 pts. each, 6 max)

<u>What</u>	<u>Where</u>	<u>When</u>
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Earned Master's Degree (3 points)InstitutionMajorYear**Earned Specialist Degree (6 points)**InstitutionMajorYear**Earned Doctorate (10 points)**InstitutionMajorYear**Special Certifications Earned (3 pts. each, 6 max)**

Certified Public Accountant—When:

Certified Professional Secretary—When:

Certified Data Educator—When:

List Other Certifications:

When:

Teaching Career Related Awards and Recognition (1 pt. each, 5 max)HonorSponsoring OrganizationYear

Local/District

State

Regional

National/International

Other

II. SERVICE TO THE BUSINESS EDUCATION PROFESSION (Weight—20 percent)**Presentations at Professional Meetings**MeetingTopicDate

LOCAL/DISTRICT (1 pt. each, 3 max)

STATE (2 pts. each, 6 max)

REGIONAL (2 pts. each, 6 max)

NATIONAL OR INTERNATIONAL (3 pts. each, 6 max)

Workshops/Seminars Conducted (2 pts. each, 6 max)

Topic

Where

Date

Articles Published in Professional Journals (2 pts. each, 6 max)

Article

Publication

Date

Textbooks Authored/Co-authored (3 pts. each, 12 max)

Title

Publisher

Date

Accreditation Body Visiting Team Member (1 pt. each, 3 max)

Organization

Publication

Date

Supervision of Student Teachers (Secondary/University) (2 pts. each, 8 max)

Secondary School

University

Date

Department Chair (1 pt. each, 2 max)

School

Date

Mentor Teacher (2 pts. each, 8 max)

School

Date

Unpaid Curriculum Consulting (1 pt. each, 3 max)

School

Topic

Date

Other Professional Service Activities List and explain in detail (1 pt. each, 5 max)

III. STUDENT-CENTERED ACTIVITIES (Weight—20 percent)

Business Student Organizations Sponsored (2 pts. each, 6 max)

Organization

School

Years

FBLA/PBL

Other (list):

Non-Business Student Organizations Sponsored (1 pt. each, 3 max)

Organization

School

Year

Adviser to Student Organization State Officer (2 pts. each, 6 max)

Organization

Officer

Year

Lead Chapter Adviser for Student Organization (2 pts. each, 6 max)

Organization

Area

Year

State Business Education Contest Association Chair (2 pts. each, 6 max)

State

Year

District Chair of State Business Education Contest Association (1 pt. each, 3 max)
District Year

Judge Student Event Competitions (2 pts. each, 6 max)
Organization/Event Year

Other Student-Centered Activities List and explain in detail (1 pt. each, 4 max)
Activity Year

IV. BUSINESS EDUCATION PROGRAM DEVELOPMENT (Weight—20 percent)

Coordinator for Supervised Business Experience Program (2 pts. each, 6 max)
School Year

Manager for Grants Received (2 pts. each, 6 max)
Grant and Topic Year

Writer of Grant Proposals (2 pts. each, 6 max)
Grant and Topic Year

Developed Curriculum at Local Level (1 pt. each, 3 max)
Topic Year

Developed Curriculum at State Level (2 pts. each, 6 max)
Topic Year

State Curriculum Committee Member (2 pts. each, 4 max)

Topic

Year

Attended Curriculum Seminars/Workshops (Within past three years) (1 pt. each, 3 max)

Topic

Location

Date

Involved in Articulation Agreement/Program (1 pt. each, 3 max)

Secondary School

Post Secondary School

Year

Developer/Writer of Promotional Materials/Videos/Brochures (2 pts. each, 6 max)

Item

Year

Developed and Implemented a New Course (2 pts. each, 6 max)

School

Course

Year

Other Activities in Business Education Program Development List and explain in detail.
(1 pt. each, 3 max)

Activity

Location

Year

V. COMMUNITY INVOLVEMENT (Weight—10 percent)

Developed/Actively Involved in School/Business Partnerships (2 pts. each, 6 max)

Name

Year

Advisory Committee Chair (Within last three years) (2 pts. each, 6 max)

School

Curriculum

Year

Advisory Committee Member (Within last three years (1 pt. each, 3 max)

School

Curriculum

Year

Instructor of Community Education Courses (Within last three years) (2 pts. each, 6 max)

School

Curriculum

Year

Unpaid Consultant to Business (1 pt. each, 3 max)

Company

Topic

Year

Officer of Service Organization (Within last three years) (2 pts. each, 6 max)

Organization

Office

Year

Member of Service Organization (Within last three years) (1 pt. each, 3 max)

Organization

Year

Other Active Community Involvement List and explain in detail. (1 pt. each, 7 max)

Activity

Location

Year